

MINUTES FOR THE
ARIZONA BOARD OF BARBERS
April 17, 2006

Arthur Dean Knox presided and called the meeting to order at 10:33 a.m. Roll was called with four members present. Also present were Marc Harris, Assistant Attorney General, Sam LaBarbera, Executive Director, Sam Barcelona, Administrative Assistant and Mary Jane Jones, Secretary.

Present:	Arthur Dean Knox	Jackie Gill-Solares
	Ross Pacheco	Michael Bogle

Absent:	Terry Lara
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Budget – Mary Jane Jones described the budget allotted to the Board for the fiscal year 2006 and the amount remaining for this fiscal year. She also described the bi-annual budget process and the Board's ability to apply any surplus for the first year to an expense in the second year. The Board is below their appropriation because of the position that is not filled. The Board was assured that we had the money and the appropriation to hire a new person.

Jackie Gill-Solares questioned how each staff member would receive a salary increase and where they were situated in their pay range. Sam LaBarbera said that he and Sam Barcelona were both uncovered and pay raises were handled by the Board. Ms. Jones was covered and her salary increases came from the legislature or a reclassification. Both Mr. Barcelona and Ms. Jones were in the middle of their salary range. Ms. Gill-Solares said she wanted the salaries high enough to retain employees.

There was a discussion about the new person – the skills needed and the duties involved. The question was raised as to whether the new person should work in the office, be out inspecting, a combination of both and two people to share the position.

There was a brief discussion about the fees and fines of the Board in relation to other states. To raise the fees would require the subject being put on the agenda. There is a judicial process before GRRC that needs to be followed and typically takes nine months or more. The Board wanted to be sure the fees were high enough to fund new positions. This matter will be taken care addressed at a future meeting when it has been agendized.

Fines – The staff gave the Board a listing of recent hearings and the Orders given by the Board. The Board was reminded that, by law, there was a limit of \$500. It would take a statutory change to raise this amount. Marc Harris said that the maximum amount is \$500 no matter how many separate violations were found in that one inspection.

A discussion was held about the list of fines for consent agreements. Ms. Gill-Solares moved to abolish this list as a recommended procedure and treat each matter on a case-by-case basis. Michael Bogle seconded the motion; motion passed unanimously.

Procedures – The Board discussed the policy the staff uses in hiring new employees. The Director advertises the position, examines the applications, interviews the applicants and hires the employee. Ms. Gill-Solares asked Mr. Harris what was the Board’s responsibility in this process. Mr. Harris said the Board makes sure a position and funding is available and raises fees if the finances are not adequate. It is the Board’s responsibility to make sure there is adequate staffing to carry out the Board’s business. There are certain policies they have to follow in hiring employees. Typically the Board will hire the Director and the Director hires the employee. The Board can ask to be involved in the hiring process.

Ms. Gill-Solares would like to be kept informed as to the position description and the type of person Mr. LaBarbera will be looking to hire, especially as to background and skills.

Mr. Harris said that the Board sets raises for uncovered position but it must be in the salary range for that position.

The Board wanted to be apprised of the requested change for the Administrative Secretary position and the new grade and salary. They also want to know how much money is left for the fourth position and raises for the two filled positions.

Responsibility of Board members – Mr. LaBarbera clarified that Board members can go on any inspection.

Ms. Gill-Solares asked Mr. Harris how the Board could handle the problem of interpreters during examinations so that it would not put the Board in jeopardy. There are problems with selecting an interpreter, who pays the interpreter and how to prevent cheating. Mr. Harris said the law now states the student provides the interpreter. He suggested the Board might want to change this rule. He reminded the Board that this would require going through the rule-making process with GRRC. This problem is not unique to this Board. Perhaps Mr. LaBarbera could poll the other agencies to see how this problem is handled. Perhaps he could also check with our sister states as to this problem. Mr. LaBarbera explained why the staff had started having groups of examinees take the written test at one time with one interpreter. There were difficulties with the interpreter’s translation and scheduling when each student was supplying their own interpreter.

Mr. Barcelona explained that many states had gone to national testing.

Ms. Gill-Solares felt it was a privilege to be allowed an interpreter but it was the school’s responsibility in regards to an interpreter. Perhaps the schools could choose the interpreter. There was a discussion of charging the students for a professional interpreter and making it part of the examination fee. This would have to mean a change in the rules. Mr. Harris said this would need to be on the agenda and we might want to let the schools know that we are discussing this problem.

This will be put on a future agenda.

Clarification of delegations to Staff – this was covered in previous discussions today.

Review of laws and rules – Mr. LaBarbera passed out the legislation our sponsor was going to present to the Legislature. Unfortunately our sponsor did not submit it to the Legislature. Mr. LaBarbera also passed a new suggested law to the Board regarding persons with a felony conviction. Mr. Harris suggested that such law not specify crimes but instead specify the person come before the Board before a license can be issued.

Mr. Barcelona would like to raise the work experience for instructors be raised to five years. There was a discussion regarding more schooling for instruction. This could be instructor-training hours at a school. Mr. LaBarbera reminded the Board that this requirement had been removed from the laws because the existing schools would not offer the course. Ms. Jones suggested that there might be substitutes such as courses at a community college. Ms. Gill-Solares said that we needed to be specific as to the type of instruction if we required hours. Mr. Knox requested this be put on a future agenda as review of the rules of instructor training.

Ms. Gill-Solares moved to adjourn. Mr. Pacheco seconded the motion; motion passed unanimously.

Sincerely,

April 27, 2006

Arthur Dean Knox, Chairman

Mary Jane Jones, Secretary